

Subject: Tower Usage Fee

Date Issued or Revised: September 9, 2014

Date Review: September 9, 2015

1.1.7 Tower Usage Fee

I. Subject and Purpose

This policy establishes the fee structure for installing non-MPSCS member equipment on MPSCS tower and grounds. MPSCS also requires non-member applicants to cover additional expenses such as engineering design(s) and reports, licensing and installation of equipment.

II. Procedures and Guidelines

Non-MPSCS members will be charged the following fees for antenna(s) installation on MPSCS towers.

MPSCS members will be charged the following Fees for secondary communications systems on MPSCS towers.

Application Fee per Location	\$500.00
Implementation Fee	\$6,055.00

The Application Fee has to be paid prior to any MPSCS formal review on the requested project.

The Implementation Fee has to be paid prior to any Tower Site mobilization begins.

Co-Location Project Steps is as follows:

	Client	MPSCS	Co-Location Project Steps
1	X		Client Return Part 1
2		X	MPSCS reviews Part 1 and if approved proceeds
3		X	MPSCS invoices client for Application Fee (\$500)
4		X	MPSCS Receive Application Fee
5	X		Client officially submits Part 2
6		X	MPSCS Formal Review of Project (Part1 and Part 2)
7	X	X	Project Review/Site Walk. Finalize equipment and antenna placement. MPSCS and Client Review Installation, Install Must Comply With MPSCS "Standards of Work"
8	X		Client will submit any additional documentation that is required
9	X		Client Perform Structure Analysis

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10		X	MPSCS approves Structure Analysis
11		X	MPSCS Process Client for Unescorted Site Access (must be completed prior to site construction)
12	X		Client to Send Proof of Insurance for Project
13		X	Once Co-Location license agreement is executed, MPSCS will invoice client for Implementation Fee (\$6,050)
14		X	MPSCS receives Implementation Fee
15		X	MPSCS send notice to begin mobilization and work directly with MPSCS Tower and Field Staff
16		X	MPSCS Generate Acceptance Test Plan (ATP) for Final Inspection
17	X		County and Vendor Resolve Punch List Items
18	X	X	Project Complete

Antenna Cost Matrix:

Antenna Fee Structure	Monthly fee for 1/1/2011 through 12/31/2015	Yearly Fee		Monthly fee for years 1/1/2016 through 12/31/21	Yearly Fee
First Antenna	\$431.25	\$5,175.00		\$495.94	\$5,951.25
Each additional antenna	\$115.00	\$1,380.00		\$132.25	\$1,587.00

The fees allow the non-MPSCS Member to install antennas and construct a shelter to support the new antenna's electronics. The shelter or equipment enclosure must be approved by the MPSCS. All shelter costs will be paid by the applicant. Shelter placement will be determined on a case-by-case basis.

The fees do not cover other expenses necessary for antenna(s) and shelter installation. The applicant agrees to pay for all 3rd party actual costs including (but not limited to) engineering analysis and reviews, licensing reviews and costs, load studies, utility installation and ongoing utility charges and other costs.

The applicant agrees to abide by the standards, and rules for site access according to [MPSCS Co-Location Tower Site Access Policy 1.1.10](#).

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The Implementation fee along with the yearly fee covers the following MPSCS services:

- Equipment installation inspections
- Tower registration
- Light Monitoring
- Tower Infrastructure Maintenance

III. Responsible Party

Questions regarding Co-locations and /or this Tower Usage Fee policy should be directed to:

Michigan's Public Safety Communications System
4000 Collins Rd.
P.O. Box 30631
Lansing, MI 48909
(517) 336-6240
E-mail: mpscs@michigan.gov

IV. Applicable Forms

Co-location Agreement

This agreement is available at www.michigan.gov/mpscs

V. Termination or Review Date

The Director of MPSCS is responsible for review and update of this policy.

VI. Linkages to Other Relevant Data

([MPSCS Policy 4.1.7](#))